



COMMUNICATION - VITAL TO THE PARTNERSHIP BETWEEN HOME AND SCHOOL - 2019

Where do I find out what's happening?

How do I address concerns?

The Newsletter: Every fortnight a whole school newsletter is published on Thursdays and uploaded to our website: www.overport-ps.vic.edu.au. It can also be emailed to you as long as we have your email address. Hard copies can be collected at the office as it is also on display in the cabinet to the east of the administration building. It is critical for parents to read all this information. It is every parents' responsibility to ensure they read the newsletter every time to be properly informed of school activities as well as relevant information regarding student development.

Facebook Page: Please like us on Facebook. The school has its own Facebook page. This can be found by searching for Overport Primary School and be identified with the words "Official School Page" across the logo. This has a link to our newsletter and our Facebook protocols. This page is used to provide communication for our community and show the many highlights of the school. As this page will not be used as an interactive communication page, if you have a question, please email or phone the school. We also have a parent FB page: Overport Parents and Friends Club which has over 300 parents on it and is a great resource to check dates and communicate with other parents and the school.

Addressing Concerns: Sometimes students may not tell us about something that is worrying them, but will discuss it with you at home. Therefore, it is most important that you contact your child's teacher if your child is upset or uncertain in any way. They are more than happy to meet with you to discuss any concerns. Beyond this, a conversation with our Assistant Principals, Jill Wathen and Ricky Joyce or myself is also welcome.

Communication with Teachers: All teachers can be contacted through our school email address. Parents who wish to contact teachers can send their first email to the school email address marking it to the attention of the teacher concerned: overport.ps@edumail.vic.gov.au and this will be forwarded to the teacher. They will then respond to you through their direct email. Or you may simply ask them for their email address; whichever is most convenient. All teachers are very happy for you to contact them in this manner, so do not hesitate to do so.

We strive to ensure your child is happy, safe, learning and enjoying the whole experience of school. Therefore, we are here to assist and work in partnership with you for their benefit.

Yours sincerely,

Julie Gleeson Principal.